App. F IX-4

Previous References

1927-8
(Mol)

File No. 214-27

Serial Nos. 1, 2 & 3

Later References

General and Revenue Secretariat.

Serial Nos. Three

Part B for March 1928

SUBJECT

Mode of Correspondence by the Heads of Department and subordinates with the Municipal Commissioner Bangalore City

3 L 5388-5414/Mol 214-27-3 dt 10/12-3-28
Official memorandum
Prescribing certain rules for
with regard to the above

To 1 Secretaries to Govt.
2 Secretariat officers
3 Branches of G R S

Recd. 1
17-3-28

General and Revenue Secretariat. | File No. 214 of 1927

Serial No	
1	Do letter No L 8155 g 1-12-27 to the Mul Cor, Bangalore. Do Stores that instructions have been issued to ensure that all communications from Govt are addressed to the Mul Cor and not the President.
2	Off memo No L 3158 g 1-12-27 to Govt Secd Officers & Heads of Depts. Regards that all communications should be addressed to the Mul Cor and not the President of the Council, copies being however also sent to the Mul Cor. Govt in urgent cases and that the Heads of Branches & Sections should see that this procedure is not violated.
J.S.	
P W D	Do letter No 136 g 14/2/28 from the Mul Cor Bangalore ack requesting that all Heads of Depts and subordinates after which be informed that ~~that~~ communications from them to the municipality must be addressed only direct to the

NOTE—Contin sheet

General and Revenue Secretariat. File No 214 of 1927

Serial No.

the Commissioner and not through the President

: Submitted for formal and orders

~~Thereafter~~ It is clear that the O M of 1 12 27 applied to correspondence between the Board and the Govt

From the way the memo is construed and communicated by the Supdg Engineer to the Exe Engr Bangalore it seems desirable to issue a circular letter making the point clear, if approved one will be prepared

Draft Enclosed — Noted Dispatch

(CHAIR)

Other Members)

Dewan)

Issue

CHIEF SECRETARY'S
22 FEB 1928

OFFICE OF THE TRIBE MINISTER OF COUNCIL
1 MAR 1928
No. 21412

DEWAN'S OFFICE
6 - MAR 1928
No 5519

3

App F III—2]

General and Revenue Secretariat. Pol. File No. 24 of 192 7

	Serial No.	
B	3	d 5388 of 12/8/28 The Secretaries to Govt Issues: [illegible] from [illegible] [illegible] the [illegible] [illegible]

NOTE—Contin. sheet

WD 0324—9PB—60,000—24-5-27

D O 110/27-28 (Se-1)

CITY MUNICIPAL OFFICE
BANGALORE
Dated 25th Novr, 1927

DNO 2544 dt 29/11

My dear Sir

I enclose for perusal a communication received from the Law Department of the Secretariat. It will be seen that the letter is addressed to the President, City Municipal Council, Bangalore by the Government of Mysore, though Section 24(1) of the Municipal Regulation prescribes certain procedure to be observed in addressing communications.

Please return the enclosed after perusal.

Yours sincerely,

N Madhava Rao, Esq, B A, B L
Chief Secretary to the Government of
His Highness the Maharaja of Mysore,
Bangalore

2 drafts Submd
26/11/27

No-L 3155/Pol 214-27-1

D/1-12-27/Ens

My dear Sir,

Your D O letter No 110 d 25th instant Instructions have been issued to ensure that all communications from Govt are addressed to the Commissioner through the President

The enclosure received with your letter is also returned herewith

Yours Sincerely

T Gouruda Rao Esq
Comm^r B C M

2

No-L 3156/ GL 214-27-2
D/1-12-27
O m

Instances have come to notice in which communications to the Bangalore City Municipal Council are not addressed in the prescribed form

All correspondence must be addressed to the Mun Commissioner through the President of the Council, the Heads of Branches and Sections should see that this procedure is not violated

Copies being however also sent to the Mun Commr direct in urgent cases

B O
MVS

Chief Secy to Govt.

L 3157-65

Copies to Secretaries to Govt for information

[The Secretarial Officers &
]

D. O 136/27-28 (Sec 2)

379 L / 15-2-28

3

City Municipal Office,
Bangalore

Dated 13th/14 February 28

Dear Sir,

With reference to your D.O No L 3155/Ml 214-27-1 dated 1st December 1927, stating that instructions have been issued to ensure that all communications from Government are addressed to the Commissioner through the President, I write to state that it is clear that this applies only to communications from Government and not to communications from other heads of Departments and subordinate offices These have to address directly to the Municipal Commissioner only and not through the President An instance has occurred in which the Assistant Engineer, No 1 Sub Division, Bangalore has addressed a communication to me through the President and when it was returned to him, he sends me a copy of Government --- Official Memorandum No L 3156/Ml 214-27-2 dated 1st December 1927 Copies of his letter No M & T 147 dated 2nd -- February 1928 and of its enclosure (Government Official Memorandum) are enclosed It will be seen from these that the -- instructions issued by Government refer only to the Secretariat and not to other offices I request that this misapprehension may be kindly removed and all heads of Departments and subordinate Offices informed that communications from them to the Municipality must be addressed only direct to the Commissioner and not through the President

Yours sincerely,
Kbooradadow

N Madhava Rao, Esq ,B A ,B L ,
Chief Secretary to the Government of
His Highness the Maharaja of Mysore,
Bangalore

1927 - 28

4

From

The Assistant Engineer,
No 1 Sub Division,
B a n g a l o r e

To

The Municipal Commissioner
Bangalore City Municipal ity

(Through the President City Municipal Council
B a n g a l o r e)

No Mis T 147/Encl 1 G O. Copy,
1 letter

Dated 2-2-28

S i r,

In enclosing herewith copy of official Memorandum No L 3156/Ml 214-27-2 dated 1st December 1927, received from the Government of H H the Maharaja of Mysore General and Revenue Secretariat I have the honor to re-forward herewith my office No Mis T 144/27-1-28 addressed to you -- through the President of the City Municipal Council Bangalore and to request you to kindly expedite the handing over of the old materials referred to therein to enable me to complete the wall of forming the Yelahanka Circle

I have the honour to be,
S i r,
Your most obedient servant,

Sd K D Joshi
Assistant Engineer,
No 1 Sub Division
31-1-28

"C o p y"

M Rowson
For M C Commr
14-2-28

5

Government of H H the Maharaja of Mysore,

General and Revenue Secretariat

No L 3156/M1 814-27-2 dated Bangalore, the 1st December 1927

OFFICIAL MEMORANDUM

Instances have come to notice in which communications to the Bangalore City Municipal Council are not addressed in the prescribed form

All correspondence must be addressed to the Municipal Commissioner, through the President of the Council copies being however also sent to the Municipal Commissioner direct in urgent cases The heads of branches and Sections should see that this procedure is not violated

By Order

Sd N Madhava Rao,
Chief Secretary to Govt

No 129, dated Mysore the 12/13th January 1928

Copy of the above forwarded to the Executive Engineer, -- Bangalore Division for information

Sd S Srinivasa Iyer,
Superintending Engineer,
Mysore Circle

No 971/16-17-1-28

Copy to the Sub Division Officer No I Sub Division for information

Sd P W Scaldwell
Ex Engineer
Bangalore Dn

"Copy"

Mohammad Ali
for M L Carey
4.2.28

SM

5414
5888-~~41~~/ me 214-27-3
Sr 10/12-3-1928

6

Official Memorandum

M

It is observed that the scope of the instructions issued to the several Secretariats in O M No L3156/M1 214-27, dated the 1st December 1927 in regard to the mode of correspondence with the Municipal Commissioner, Bangalore City, has not been clearly understood This circular was intended to draw attention to the procedure laid down by the Municipal Regulation regarding correspondence between ~~the~~ Secretaries to Govt and the Municipal Council This procedure does not apply to Heads of Departments and other subordinate officers, who should address the Municipal Commissioner direct when there is any occasion for them to correspond with the Municipality

By order,

pcu

Chief Secretary to Govt

To

The Secretaries to Government for information

Copies to Secretariat Officers and Branches

MRN

7

GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE,

General and Revenue Secretariat,

No. L. [illegible]
RL.RK-87-2

Dated Bangalore, [illegible] 12 -199 3

OFFICIAL MEMORANDUM.

NOTIFICATION

It is observed that the steps of the Instructions issued to the several Secretariats in Official Memorandum No. L. [illegible]/RL.RK-87-2 dated, the 1st December 1987 in regard to the mode of correspondence with the Municipal Commissioner, Bangalore City, has not been clearly understood. This circular was issued to draw attention to the procedure laid down by the municipal legislation regarding correspondence between Municipal Commissioner and the municipal Council. This procedure does not apply to Heads of Departments and other subordinate officers, who should address the Municipal Commissioner direct, when there is any occasion for them to correspond with the municipality.

By order,

Sd/-
Dy. Secy. to Government.

To

The Commissioner to Government for information.

[illegible]
[illegible]